

COUNTY OF KAUAI  
Minutes of Meeting  
**OPEN SESSION**

Board/Committee:		Cost Control Commission	Meeting Date	April 11, 2016
Location	Mo`ikeha Building – Meeting Room 2A/B		Start of Meeting: 1:31 p.m.	End of Meeting: 2:20 p.m.
Present	Chair Joann Nakashima; Vice-Chair James Whitfield; Members: Glen Takenouchi, Tyler Rodighireo and Laurie Yoshida Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Administrator Jay Furfaro (entered the meeting at?); First Deputy County Attorney Matthew Bracken.			
Excused	Commissioner Jan Hashizume			
Absent	Commissioner Tricia Lynn Yamashita			
SUBJECT		DISCUSSION		ACTION
Call To Order		Prior to the start of the meeting, Eddie Topenio, Assistant to the County Clerk, gave the Oath of Officer to new Commissioner Tyler Rodighireo. First term ending December 31, 2018.		Chair Nakashima called the meeting to order at 1:31 p.m. with five (5) members present constituting a quorum.
Approval of Minutes		Regular Open Session Minutes of April 11, 2016.		Commissioner Yoshida moved to approve the meeting minutes. Commissioner Takenouchi seconded the motion. The motion carried 5:0
Business CCC 2016-03		<u>Communication (02/09/16) from Chair Joanne Nakashima to Acting County Engineer Lyle Tabata, requesting his presence at the Commission’s April 11, 2016, meeting to provide an update on the County’s space plan for the old Big Save space.</u>  Acting County Engineer Tabata reported that the Engineering Department has been working with a Honolulu-based architectural consultant to conduct a comprehensive assessment of office space used by the county department that will have a direct affect in the reshaping the Piikoi Building.  Doug Haigh of the Department of Public Works Building Division stated that for a little over a year now, the County has been working with Architects Hawai‘i Limited to update the space plan for the Piikoi Building to accommodate the County’s highest priority agency’s needs.		

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	<p>He stated that in conjunction to the space plan an energy analysis was done for the entire Līhu‘e Civic Center to figure out what would be the right size for air conditioning system that would coincide with the County’s central plant system that’s part of the Līhu‘e Civic Center.</p> <p>Mr. Haigh stated that in an effort to be energy efficient a new chiller was put in and is large enough to manage the additional offices planned for the Piikoi Building. Relative to the space plan they were able to identify the two top priority agencies as the Planning Department and the Department of Parks and Recreation and that work is ongoing to finalize the comprehensive layouts for the space plan document. He added that other agencies that would benefit from the relocation to the Piikoi Building is the Victim Witness which is currently housed in the Prosecuting Office as well as the Liquor Department to make room for the expansion of the Human Resource Department.</p> <p>Mr. Haigh stated that the County also is dealing with not having enough storage space and at one point, the County was looking into building a new facility just for storage space; however, after careful consideration and looking at the way the Piikoi Building is built there is a tremendous opportunity to expand the second floor which can be used for storage space. He stated that construction wise, the estimated cost to complete the construction renovations for the Piikoi Building will run roughly between 7 and 8 million dollars and that a bond will have be issued to get the funding.</p> <p>Commissioner Rodighiero asked if there would higher residual cost once construction is done and would the cost structure be the same or would be more like a yearly cost to which Mr. Haigh replied, most likely the cost will increase because they are taking areas that are currently not air conditioned and putting air conditioning in them.</p>	

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	<p>Commissioner Rodighiero stated that his biggest concern is the reoccurring cost, asking if he knew what the estimated cost increase would be to which Mr. Haigh replied, at this point no.</p> <p>With no further comments, Chair Nakashima called for a motion to receive item CCC 2016-03.</p>	<p>Commissioner Takenouchi moved to receive item CCC 2016-06. Commissioner Yoshida seconded. The motion carried 5:0</p>
<b>CCC 2016-04</b>	<p><u>Communication (02/09/16) from Chair Joanne Nakashima to Economic Development Specialist Ben Sullivan, requesting his presence at the Commission's April 11, 2016 meeting to provide an update on the County-wide electricity costs.</u></p> <p>Mr. Sullivan gave a summary of the County's year to year energy usage highlighting, the County's decrease in total cost since the oil prices went down from two years ago. A copy of his graphic presentation is on file with the Office and Boards and Commissions.</p>	
<b>Announcements</b>	<p>Chair Nakashima announced that the quarterly meeting is scheduled for Monday, July 11, 2016, at 1:30 p.m. at the Mo'ikeha Building- Liquor Conference Room.</p>	
<b>Executive Session</b>	<p>At 2:14 p.m. Chair Nakashima cited the HRS to bring the meeting into Executive Session. Pursuant to Hawai'i Revised Statutes §92-7 (a), the Commission may, when deemed necessary, hold an Executive Session on any agenda item without written public notice if the Executive Session was not anticipated in advance. Any such Executive Session shall be held in pursuant to H.R.S. §92-4 and §92-9 and shall be limited to the items described in H.R.S. §92-5(a).</p> <p><u>CCC 2016-05:Communication (02/09/16) from Chair Joanne Nakashima to Human Resources Director Janine Rapozo, requesting information on all employment requisitions that were submitted by the department's for</u></p>	

SUBJECT	DISCUSSION	ACTION
	<u>consideration including a justification statement for the hire and source of Funding within the approved budget.</u>  Chair Nakashima called for a motion to enter into Executive Session to discuss item CCC 2016-05.	Commissioner Yoshida moved to enter into Executive Session. Commissioner Takenouchi seconded the motion. The motion carried 5:0. At 2:15 p.m. the Commission entered into Executive Session.
<b>Return to Open Session</b>	At 2:20 p.m. the Commission reconvened in Open Session.  Chair Nakashima called for a motion to ratify the actions taken in Executive Session.	Motion carried 5:0 to receive item CCC 2016-05.
<b>Adjournment</b>	Chair Nakashima called for a motion to adjourn the meeting.	Commissioner Takenouchi moved to adjourn the meeting. Commissioner Yoshida seconded the motion. The motion carried 5:0  At 2:20 p.m. the meeting adjourned.

Submitted by: \_\_\_\_\_  
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
Joanne Nakashima, Chair

(X) Approved as circulated on August 8, 2016

( ) Approved as amended. See minutes of \_\_\_\_\_ meeting.